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Review of Support Directorate Status Relative to
FY 70 and 71 Ceiling Reductions

1. FY 70 and 71 ceilings for the Directorate are respectively. 25X1
2. The 31 January 1970 on duty strength of the Directorate was five months remain in which to reduce by people and 17 months to reduce by a total of people. 25X1
25X1
3. With the exception of the Office of Logistics which was given a reprieve until 16 February, all components have responded to the DD/S request for a month by month breakdown projection of their on duty strength.
4. With the exception of the Office of Training, all components responding to the DD/S request have predicted that their on duty strength figures will meet the new ceilings within the time frames given. OTR indicates that their 30 June 1971 on duty strength will be which, if accurate, constitutes more than their ceiling will allow. 25X1
25X1
5. Between 4 February and this date, I have discussed these ceiling/strength projections with each of the components. In discussing these projections at the Support and Personnel level, I sought to ascertain how much of the prediction was based on hard facts (individually identifiable certain losses) as contrasted to assumed attrition. I also attempted to ascertain what, if any, surplus will exist at 30 June 1970 and at 30 June 1971. Conclusions reached based on individual discussions are summarized below.
 - a. Office of Communications - OC has charted gains and losses by month backing up the prediction memo submitted to the DD/S and has identified positions tentatively for deletion and at this point in time OC appears not to have made any substantial modification in the organization or functions of OC. The volume and detail developed by OC supporting their predicted rate of reduction persuades me that OC will be at or under the FY 70 and 71 ceiling figures, that a reasonable rate of new EOD's will continue over this period, that some imbalance may exist but I believe it to be acceptable. The average grade factor may need some adjustment in OC but whether it will or how much it will cannot be determined until final selections of positions to be deleted are made.

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b. Office of Security - OS also has identified gains and losses with monthly back up data identifying specific gains and losses. Additionally the large number of clerical personnel in OS results in a relatively high attrition rate and provides some latitude for controlling the on duty strength. Based on the manner in which OS has attacked the problem and the specificity of OS data, I do not foresee OS strength exceeding the 70 and 71 ceilings.

c. Office of Personnel - OP is in less than an ideal position at the moment because their 31 January on duty strength was [] and their 30 June 1970 ceiling is [] Thirteen employees need to leave the OP roles before 30 June to meet the [] ceiling. I believe the ceiling will be met but most of the slack in meeting the ceiling will be taken up by deferring clerical EOD's in OP. This condition is typical of that covered by Colonel White's memorandum in paragraph 2 when he indicates that "the imminence of 30 June 1970. . . . to reach this ceiling through attrition and controlled entry. . . . " For the long haul I believe that OP can balance itself to an acceptable degree relative to professional and clerical personnel and meet the 71 ceiling requirement.

d. Office of Finance - The Office of Finance has identified slots to be eliminated, has based its predicted reduction on known losses and has excluded any voluntary retirements that may occur. The relatively small reduction in OF [] (paces) considered in light of the knowledge which OF has of predictable losses leads me to conclude that OF will meet the ceiling requirements.

e. Office of Medical Services - OMS is reducing by [] spaces. These [] spaces have already been tentatively identified for deletion. Unless different positions are identified, a request for exception to average grade control will probably be forthcoming. OMS is tentatively considering the deletion of reserve appointments and controlling clerical input to meet the ceiling requirements. OMS does not plan nor desire to reduce their number of doctors if it can be helped. I believe that OMS can and will meet the ceiling limits but I suspect that in the long run support at the clerical and medical technician level in OMS will be reduced.

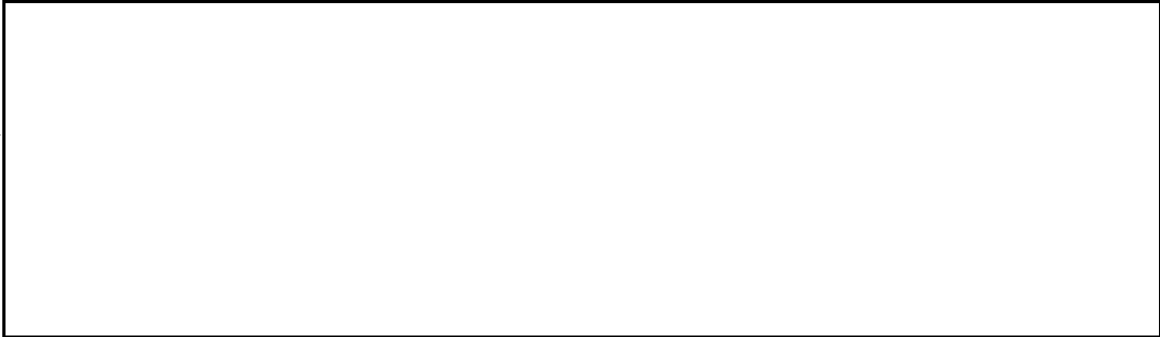
f. Support Services Staff - I have not discussed the planned reduction in SSS in sufficient depth and detail to enable the formation of a reasonable conclusion pro or con. I will do so.

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h. Office of Training - OTR indicates that its strength on 30 June 1971 will be [] as contrasted to its ceiling of []. In discussing the proposed reductions, I learned that plans at this time provide for



OTR will meet the ceiling requirements. In one sense OTR is in an enviable position in this exercise in that it has the capability of converting employees from staff to contract status thus satisfying the ceiling requirement without having to resort to separation of surplus personnel. I believe that OTR can meet the ceiling requirements but I believe that close attention and some pressure may be necessary to ensure that the ceiling requirements are met.

i. Office of Logistics - A series of discussions with OL indicates that if there is going to be a surplus condition in the Support Directorate it will probably be in OL. For example, if the Director of Logistics successfully proposes and pursues the contracting out of the pneumatic tube maintenance function these [] employees are probably not placable elsewhere and would probably need to be separated under a true surplus condition. The [] typewriter repair positions which he is considering or has proposed to be eliminated and the function contracted out may also constitute true surplus. The above action, however, would give the Director of Logistics the opportunity to utilize [] spaces elsewhere in Logistics which he would not otherwise have. Numerically OL is [] over strength as of 31 January. Because of the high summer turnover rate resulting from sending Headquarters employees to overseas assignments OL will probably meet the 30 June 1970 figure. However this is a misleading factor in that it represents only a temporary condition and the Director of Logistics fully recognizes that in July, August, and September overseas returnees will need to be absorbed in his component and will increase his on duty strength. On 28 January 1970 the Supply Division was [] overstrength, Real Estate and Construction Division [] overstrength, Procurement Division [] overstrength, and the remaining components at or near their strength. This tends to strengthen the concern that the OL overage is predominantly among generalist supply officers. The combination of BALPA and OPRED, the current overage in OL, and the new ceiling limitations indicate that an overage quite possibly will exist in OL on 30 June 1971 but insufficient facts are

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available at this time to determine whether the overage will consist

[REDACTED]

Discussions with the various components have brought to light the following factors which need to be resolved:

1. The Office of Security received approval in December 1969 for the transfer of a secretarial position from OTR to OS. This has been accomplished and the Office of Security ceiling is now one more than was calculated when the new ceilings were distributed.

2. Three positions from DD/S&T are being transferred to the Office of Security (the Special Intel Staff) along with three Security Careerists. Also, at the direction of the Executive Direction, a [REDACTED] has been given to Security until 30 June 1971. No ceiling is provided as yet for these positions and people.

3. The Office of Finance has now received from [REDACTED] a position for [REDACTED] OF's ceiling needs to go up from [REDACTED] or OF needs to be advised that ceiling will not be provided for this position.

[REDACTED]

[REDACTED]

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